

CITY OF SANTA CLARA



**HISTORICAL AND LANDMARKS COMMISSION
MEETING**

**May 1, 2008 - Thursday
City Manager's Staff Conference Room
1500 Warburton Avenue, Santa Clara**

*****MINUTES*****

7:00 P.M.

ITEMS FOR COUNCIL ACTION

Agenda Item IX.A. Request for Mills Act Contract – 564 Jefferson Street

***Agenda Item IX.B. Request for Historic Designation and Mills Act Contract – 1075
Madison Street***

I. Call to Order

Chairperson McKee called the meeting to order at 7:02 p.m.

II. Roll Call

Commissioners Present:

Mary Ann Marinshaw, Gerald McKee, Charles Petersen, Ed Richards and Rosalie Wilson.

Mr. Schwilk noted that Commissioner Jim Boynton called the Planning Division and requested to be excused from the May 1, 2008 meeting. Commissioner Boynton also announced that this was to be his last meeting per his term, and regretted that he could not attend.

The Commission excused Commissioner Jim Boynton.

The Commission noted Commissioner Christina Francisco Patton was absent and unexcused at 7:05 p.m.

Staff Present: City Planner Carol Anne Painter, HLC Staff Liaison/Associate Planner Jeff Schwilk.

III. Requests for withdrawals and continuances without a hearing

There were none.

IV. Approval of Minutes

In response to a question by Commissioner Marinshaw, it was clarified that page 4, paragraph 5 of the April 3, 2008 minutes should be corrected to refer to Lorie Garcia as Honorary City historian.

It was then moved by Commissioner Richards, seconded by Commissioner Marinshaw and carried (Commissioner Boynton excused and Commissioner Patton absent), to approve the minutes from the meeting of April 3, 2008 with the correction as noted above.

V. Items on this Agenda Requiring Council Action

The following items may be heard by the City Council upon a recommendation by the Historical and Landmarks Commission:

A. *Agenda Item IX.A. 564 Jefferson Street - Request for Historic Designation and Mills Act Contract*

B. *Agenda Item IX.B. 1075 Madison Street - Request for Mills Act Contract*

VI. Council and Planning Commission Actions Pertaining to the Historical and Landmarks Commission (Discussion as Needed)

Mr. Schwilk reviewed the City Council and Planning Commission minutes and summaries from the April meetings for hearings and actions pertaining to the Historical and Landmarks Commission.

Ms. Painter announced the Council actions in the City's promotion of vacancies on the City's Committees and Commissions. She noted that a PowerPoint presentation has been prepared for the Historical and Landmarks Commission presentation.

Ms. Painter noted that the Council Presentation for the Historical and Landmarks Commission vacancy would be made on May 13th. She noted that the deadline for submission of applications for the Historical and Landmarks Commission will be at 5pm on July 2nd, followed by interviews at 6 p.m. on July 8th, and the first official meeting for the selected individual to fill the vacancy would be Thursday, August 7th.

Chairperson McKee agreed to make the presentation on behalf of the Commission at the May 13th City Council meeting.

VII. Correspondence/Announcements

A. General Correspondence Distributed in Commission Packet

Mr. Schwilk noted a few corrections to the agenda for this meeting.

VIII. Public Presentations

There were none.

IX. New Business

A. Request for Historic Designation and Mills Act – 564 Jefferson Street (PLN2008-06983).

Representing the project, Lorie Garcia and owners Kurt and Kim Chresterson

were present for the discussion. Mr. Schwilk reviewed the request for historic designation and a Mills Act Contract. He noted the applicant had contracted with an outside consultant to perform the necessary DPR (historic report) per State guidelines. He noted the research found the property retains sufficient integrity to qualify as a historic property and appears to be, based on compliance with the Local Significant Criteria, eligible for listing on the City of Santa Clara Architecturally or Historically significant Properties List. He then reviewed some of the improvements planned by the new property owners.

In response to a question by Commissioner Wilson of staff, Mr. Schwilk informed the Commission that the Commission has reviewed a total of 5 Mills Act Contracts this year. The applications tonight represent 2 additional contracts for a total of seven. Mr. Schwilk further informed the Commission that staff has already received applications for a total of 9 such contracts out of the maximum of 10 that the City may approve each year.

Motions:

It was moved by Commissioner Richards, seconded by Commissioner Wilson, and unanimously carried (Commissioner Boynton excused and Commissioner Patton absent) to recommend City Council add the property to the City's Historically/Architecturally Significant Properties List for the property located at 564 Jefferson Street.

It was then moved by Commissioner Marinshaw, seconded by Commissioner Wilson and unanimously carried (Commissioner Boynton excused and Commissioner Patton absent) to recommend City Council approval of a Mills Act Contract for the property located at 564 Jefferson Street.

B. Request for Mills Act Contract – 1075 Madison Street (PLN2008-06984).

There was no representative for the project present for the discussion. Mr. Schwilk reviewed the staff report and the history of construction on the property, and noted some corrections to the floor area in the report. Mr. Schwilk clarified the statement regarding the floor area should read that on May 3, 2001, the Historical and Landmarks Commission reviewed and recommended approval for a request to add about 1,000 square feet of floor area to the original 935 square foot structure. Mr. Schwilk noted that since the addition slightly more than doubled the original floor area of the structure, the home does not meet the guideline of the Commission, limiting those homes which may qualify for a Mills Act to those houses which have not been added onto by more than 25 percent of the original floor area. Mr. Schwilk did note that about 700 square feet of the addition occurred within the attic, except for a few window dormers that were added.

Motion:

Based upon the square footage that was added to house, being substantially more than 25 percent of the original floor area, it was moved by Commissioner Richards, seconded by Commissioner Petersen and unanimously carried

(Commissioner Boynton excused and Commissioner Patton absent) to recommend City Council deny a Mills Act request for the property located at 1075 Madison Street.

X. Old Business, Referrals and Continued Items

A. Architectural Review of Proposed Demolition of Existing Duplex and Construction of a New 2-Story Duplex – 1260 Harrison Street (PLN2008-06824 – Continued from 04/03/08).

Commissioner Richards abstained from the hearing and vote on this item as a Commissioner, as he resides within 500 feet of the project site.

Mr. Schwilk noted this item had been continued from the April 3rd meeting, in order to allow 500-foot neighborhood notice to be provided, and in order to obtain comments from the City's Architectural Advisor Craig Mineweaser, A.I.A. Property owners Nelio and Teresa Defreitas were present for the discussion. Also present was adjoining property owner Igor Sviripov of 1250 Harrison Street.

Mr. Schwilk noted that the owner has submitted a letter, some proposed vinyl-clad wood window specifications, and signatures from some of his neighbors. Mr. Schwilk indicated that staff was unable to verify the addresses of most of the signatures, and whether any were from adjoining owners to the sides. Mr. Schwilk noted the applicant has also revised the project drawings himself, in order to address some of the redesign suggestions by Mr. Mineweaser, and by the Commission at the April 3rd meeting. Mr. Schwilk indicated the proposed structure remains Victorian in design, with wood siding, composition roof shingles, prominent porches and entryways, with fish shingles on the gable ends facing Harrison Street. He also noted that carriage style garage doors are proposed, along with double hung, vinyl clad wood windows. Revisions included changing all of the window styles to be 1/1 double hung and fixed-pane style, and adding 1-inch by 6-inch wood trim around all windows, doors and building corners. Mr. Schwilk noted that the revised plans with the owner's hand-drawn changes were not to scale, but were labeled to illustrate the concepts.

Mr. Defreitas concurred that the hand-drawn changes he made to the drawings were not to scale, but are labeled to show he intends to follow the trim and window style changes suggested by the Commission at the April 3rd meeting. Mr. Defreitas also clarified some changes he intends to make to the ground-floor plans for both units, including removal of the bonus rooms, and reduction of the ground floor area by about 565 square feet total for both units (about 282.5 square feet per unit). The plans were marked up at the meeting to show the locations of the proposed floor area reductions to the ground floor.

Mr. Ed Richards then addressed the Commission as a resident, and commented that he had no objections to the project design concept as revised. He noted that the building remains large by design, and indicated that new building will be taller, but not a lot different in length and footprint placement as positioned along the west property line. Mr. Richards further noted he is perplexed that an owner

can present a set of plans to the City which appears to meet all of the design guidelines and minimum zoning standards, and yet doesn't seem to be satisfactory to the Commission or to the City's advisor. He noted that this is something the City should look at further refining for the public.

Adjoining neighbor to the east of 1250 Harrison Street, Mr. Igor Sviripov, then addressed the Commission. Mr. Sviripov noted that he wished to verify that there is no balcony on the rear unit, and further that the rear east side upper windows were still removed and/or elevated.

Mr. Defreitas noted that he did rework the floor plan for the rear unit since Mr. Sviripov last saw the drawings. He noted that he did omit the balconies from an earlier design, revised the bedroom as a walk-in closet, and elevated the east facing hallway windows to be clerestory fixed glass windows.

Motion:

It was moved by Commissioner Petersen, seconded by Commissioner Wilson, and unanimously carried (with Commissioner Richards abstained, Commissioner Boynton excused, and Commissioner Patton absent), to recommend approval of the architectural review for the full demolition of the existing single story duplex and the construction of a new 2-story duplex, subject to the recommended conditions of approval, and incorporating the revised concepts as presented by the owner.

Mr. Schwilk noted that this recommendation will be forwarded to the Architectural Committee for review on May 21, 2008.

XI. Commissioner/Committee Reports

A. Santa Clara Arts and Historic Consortium (McKee)

[Fourth Monday of each month at 7:15 p.m. - Headen-Inman House]

Commissioner McKee noted that the Triton Museum Arts & Wine Festival is scheduled to occur on Saturday, June 21st.

B. Historic Preservation Society of Santa Clara (Marinshaw)

[Second Friday of each month at 10:00 a.m. - Harris Lass Preserve]

Commissioner Marinshaw reported the annual Tea is scheduled for June 8th, from 1:00 p.m. to 3:00 p.m. She also noted that the Antique Appraisal event is tentatively scheduled for Monday, August 4th, from 11:00 a.m. to 3:00 p.m.

Commissioner Marinshaw noted that the home tour funds were disbursed in the prior week, and go toward the City Preservation Fund, the Homesafe for battered women, the Carmelite Monastery, and to the City Library.

C. Old Quad Residents Association (Richards/McKee alternate)

Commissioner Richards noted there was nothing to report at this time.

D. Neighborhood University Relations (Petersen)

Commissioner Petersen noted there was nothing to report.

E. Architectural Committee (Patton)

There was no report.

F. Agnews Historic Cemetery Museum Committee (Wilson and Patton)

Commissioner Wilson noted that the dedication ceremony will hopefully occur sometime in the next few months, but noted that the date was still to be determined.

G. BART Committee (Marinshaw)

Commissioner Marinshaw noted that a Bart Transportation meeting for Santa Clara County is scheduled to occur on Thursday, May 8th, from 6:00 p.m. to 8:00 p.m., in Room 225 on the second floor of the Martin Luther King Library in downtown San Jose. She indicated her wish that more people from the City of Santa Clara would attend these meetings to provide input.

H. General Plan ~~Stakeholders Group~~ Steering Committee(Richards/Petersen)

Commissioner Richards noted that the first meeting will be held in July.

Ms. Painter noted that there appears to be a mistake on the agenda, and that this item should have been titled "General Plan Steering Committee". Ms. Painter then reviewed some key dates and noted that a substantial public outreach campaign is planned.

Ms. Painter noted that the Council's formal action to accept the entire steering committee is scheduled for June 10.

Following the City Council's approval, the first public Steering Committee meeting would be held on July 10th, with Commissioner Richards designated as the representative for the Historical and Landmarks Commission, and Commissioner Petersen designated as the alternate representative.

Ms. Painter noted that the application process is in progress right now to select the three at-large resident members. The information is posted on the City's website. If anyone is interested, the application deadline is set for 5:00 p.m. on May 23rd.

To respond to a question by Commissioner Richards, Ms. Painter noted that this effort has been advertised in the Inside Santa Clara publication, is posted on the website, all former City Commissioners have been notified. Those responding to the website posting have been notified.

The Commission also recommended that staff check with Deputy City Manager Carol McCarthy to make sure the City notifies those involved with Leadership Santa Clara.

To respond to a request by resident Don Arnoldy, Ms. Painter reviewed the proposed breakdown for the 18-member General Plan Steering Committee. Ms.

Painter also noted that 30-stakeholder interviews are scheduled to occur May 19, 20 and 21st, intended to present the community's views to the City's consultant.

XII. Items Considered, Time Permitting

A. Commission/Staff Communication (Carol Anne Painter – City Planner)

Mills Act processing update

Ms. Painter reviewed the staff memo to the Commission about the two steps involved in the processing of Mills Act Contracts.

Ms. Painter noted that the City reached an agreement with the owners of Our Mother of Perpetual Help Church at 1298 Homestead Road, to allow for the existing windows to be replaced with new stained glass windows. She noted the agreement calls for the existing window glass to be stored and thereafter re-installed by the Church if the Congregation ever vacates the property.

~~XIII. A. Request for Commission Budget for 2008-09~~

XIV. Pending Agenda Items (notice of upcoming agenda items only- No discussion)

A. Commissioner Training/Budget and Review of Conference/Travel Protocols

Ms. Painter reminded the Commission that when Commissioners attend a conference on behalf of the Commission using City funds, the Commissioners are required to provide a written report to the Commission, or a verbal report to the Commission to be included in the following meeting minutes. Ms. Painter noted this also allows the City the ability to track its Certified Local Government (CLG) training credits more closely.

B. Further updates on Harris-Lass Preserve

There were no additional updates for placement on a future agenda.

XV. Adjournment

It was then moved by Commissioner Richards, seconded by Commissioner Wilson, and unanimously carried (Commissioner Boynton excused, and Commissioner Patton absent), to adjourn the meeting at 8:03 p.m. to the next scheduled meeting of June 5, 2008.

Approved:


Jeff Schwilk, AICP
Associate Planner

Approved:


Carol Anne Painter
City Planner